

## **CLASS SPECIFICATION**

### **SAN DIEGO CITY CIVIL SERVICE COMMISSION**

#### **BODY AND FENDER MECHANIC**

##### **DEFINITION:**

Under general supervision, to perform skilled straightening and repair work on bodies and frames of automotive, construction, fire, and industrial equipment, and to perform related work.

##### **\* EXAMPLES OF DUTIES:**

- Repairs breaks and damage to bodies and frames of automotive, construction, fire, and industrial equipment;
- Straightens grills, door panels, hoods, cabs, bodies, and other body parts;
- Checks and realigns frames;
- Shrinks fenders and other parts to repair stretched metal;
- Inspects vehicle bodies and fenders for dents and breaks;
- Forms and repairs fiberglass body parts;
- Heats and molds body parts with gas and arc welding equipment;
- Operates spot welding and sheet metal equipment;
- Applies body filler by soldering and welding;
- Files, grinds, sands, and paints repaired parts of bodies and fenders;
- Operates grinders, sanders, air chisels, paint guns, hand tools, and similar equipment;
- Replaces windshields and other glass; repairs and replaces upholstery;
- Makes estimates and orders parts for damaged equipment; assists equipment mechanics by detecting and reporting engine and mechanical parts damage;
- As directed, applies productivity time guidelines and other required data to work repair forms;
- Trains and leads the work of apprentices and assigned personnel.

##### **MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Successful completion of a State-accredited four-year Body and Fender Mechanic Apprenticeship Program; **OR** four years of experience in all phases of work as a journey-level Body and Fender Mechanic. Qualifying experience must include all of the following: repairing and replacing body parts; fiberglass work; glass installation; automotive painting preparation and painting; frame alignment and straightening; unitized body alignment and sectional repairs; body parts adjustments; and minor mechanical and electrical repairs and welding. Possession of a valid California Class C Driver's License.

- \* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.